

## Kentucky Applied Behavior Analyst Licensing Board

September 20, 2013

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on September 20, 2013 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<b><u>Members Present</u></b> Stephen Wood Steve Foreman Tammy Hammond-Natof, Ph.D. Brady Dunnigan, Attorney at Law Scott Brinkman, Attorney at Law  <b><u>Members Absent</u></b> Shelli Deskins, Ph.D. - Chair Cyndi Blackledge, Ph.D.	<b><u>Occupations and Professions Personnel</u></b> Lindsey Lane, Board Administrator  <b><u>Others</u></b> Angela Evans (filling in for Michael West), Board Counsel
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### **Call to Order**

Mr. Foreman called the meeting to order at 10:04am. Mr. Foreman filled in for Dr. Deskins as she was unable to attend the September meeting.

### **Approval of Minutes**

Minutes of the August 23, 2013 meeting were presented for the Board's review. Dr. Natof made a motion to approve the minutes as presented. Mr. Dunnigan seconded that motion and it carried.

Dr. Natof asked the Board if they felt the Board should be publishing names in the minutes of new licensees, potential licensees, and denied licenses. Ms. Evans from the Attorney Generals Office explained that those applications become public record so it is in the best interest of the Board to continue allowing Ms. Lane to publish the names.

### **Financial Report**

The Board reviewed the financial report ending August 31, 2013.

The Board asked Ms. Lane to find out when they would know if an allotment increase was approved for them and if so when it would go into effect.

### **Report from O&P**

Ms. Lane reported that the office has hired a new Board Administrator that began on September 3, 2013. Jennifer Hutcherson has joined O&P and will be taking over three Boards.

The office has requested Wireless Internet to be added to all conference rooms as soon as possible. This will be a great tool for Board members as several use laptops and tablets. This should be set up very soon.

The office continues to work with the Commonwealth Office of Technology on the database conversion. COT staff has been meeting regularly with staff at O&P to move forward with this project.

### **Board Counsel Report**

Ms. Evans informed the Board that Mr. West did not have anything to report at the September meeting.

### **Old Business**

The Board reviewed the responses from the facilities around the state regarding Medicaid services. Some employees of a facility looked to hold titles that would require a Behavior Analyst license. Also some were listed as Psychology Associates and will need to be followed up by the Board of Psychology.

The Board discussed sending licensure cards. Ms. Lane explained those cards are going to be sent. Susan Ellis with the Operation Section was setting that information up with the third party company that will be creating those cards and sending them directly to the licensees. As soon as everything is ready Ms. Lane will go back and send cards to everyone that has renewed this year.

### **New Business**

Ms. Lane informed the Board that they had three (3) new application to review and possibly license. The applications committee made a recommendation to approve the following Application for Licensed Behavior Analyst submitted by Celeste McGinnis pending receipt of her

proof of the required five hours of Abuse and Neglect Training. The committee also recommended deferring applications from Ryan Burke for Temporary Licensed Behavior Analyst and Megan Casey for Licensed Behavior Analyst until all required documentation is submitted and the Board can review these applications once more. Mr. Wood made a motion to accept the committee's recommendation. Dr. Natof seconded that motion and it carried.

#### **Travel and Per Diem**

Mr. Dunnigan made a motion to approve travel and per diem for today's meeting. Mr. Brinkman seconded that motion and it carried unanimously.

#### **Adjournment**

Mr. Wood made a motion to adjourn the meeting. Mr. Dunnigan seconded that motion and it carried unanimously. Meeting adjourned at 11:24am.